

JOB CLASSIFICATION DESCRIPTION

CLASSIFICATION TITLE:	Senior Field Engineer	FLSA STATUS:	Hourly
DEPARTMENT:	Engineering	UNION STATUS:	Non-union
REPORTS TO:	Member Engineering Manager	EMPLOYMENT STATUS:	Full-time

Purpose of Position

Performs technical work planning, developing, and designing electrical utility systems, providing efficient and courteous service to Benton REA members, and related work as apparent or assigned. Work is performed under the general direction of the Member Engineering Manager.

Core Competencies

- **Safety:** Adhere to all workplace and trade safety laws, regulations, standards, rules, and practices. Use of Personal Protective Equipment as required. Take individual responsibility in managing safety risks and reporting unsafe conditions or unsafe work practices. Respond positively to safety-oriented feedback. Contribute to a culture of safety.
- **Quality of Work:** Produce thorough, high-quality work with minimal errors. Seek feedback, make corrections as needed. Identify problems and solve them. Strive to improve processes. Work collaboratively with team members to implement systemic changes.
- **Productivity:** Complete assigned work in a timely fashion. Utilize slow periods productively. Produce amount and volume expected, at accepted speed.
- **Technical Skills/Job Knowledge:** Demonstrate appropriate level of understanding of technical skills in area of expertise, technology, products, and/or processes involved. Perform assigned duties. Keep current on changes. Competent with all technology and industry best practices necessary to perform job. Maintain necessary certification(s).
- **Communication:** Oral and written communication clearly convey information. Keep others informed of activities and problems in a timely manner. Listen well. Respond appropriately and respectfully.
- **Teamwork/Ability to Work with Others:** Demonstrate ability to work in positive manner with co-workers and/or customers with differing backgrounds, opinions, capabilities, etc. Willingly share skills, competencies, and knowledge with others.

Establish and maintain strong, effective working relationships. Contribute effectively to group efforts. Promote harmony. Agree to disagree without damaging relationships.

- **Accountability:** Maintain excellent attendance and punctuality. Arrive on time and be prepared to work. Accept responsibility for work and actions. Be reliable.
- **Integrity:** Demonstrate honesty, high ethical standards, and respect for all team members, co-workers, and Benton REA members.
- **Professionalism:** Always address internal and external customers with courtesy and respect. Dress in work attire appropriate to the position. Communicate business information in timely fashion, using means of communication appropriate to the situation.
- **Support of Cooperative Goals, Policies, and Procedures:** Support Cooperative goals. Adhere to all Cooperative policies and procedures. Understand that internal customer and external member focus is always top priority. Contribute effectively in support of that priority.
- **Problem-Solving:** Use sound logic and methodology to solve problems. Explore multiple sources for answers, as required. Able to identify hidden problems. Propose solutions.

Essential Job Functions & Responsibilities

To succeed in this role, an individual must satisfactorily perform each essential function. Additional duties of a similar nature and level may also be assigned. Benton REA may provide reasonable accommodation to enable qualified individuals with disabilities to perform the essential functions.

- Promptly and professionally addresses member inquiries by evaluating service requests for cost-effective solutions, maintaining appropriate contact with members, and providing additional services as needed to ensure a reasonable construction schedule for service, in an acceptable timeframe.
- Prepare and verify the accuracy of designs for line extensions, conversions, retirements, relocations, and replacements, and prepare unit recaps and project cost estimates; coordinate with developers, department engineering staff, and planning departments for design, workplan projects, construction material specifications, and deadlines.
- Performs field surveying and data collection related to system engineering studies and analysis.
- Assists with updating and maintaining system maps by utilizing computer-aided drawings; providing field changes and field verifications as needed to ensure manuals are current are up to date.
- Assist with planning and organizing schedules, equipment resources, and labor

resources, ensuring vehicles are maintained, in good condition, and stocked; performs staking, mapping, posting, gathering field data, and providing estimates by utilizing labor in a cost-effective, efficient and safe manner; coordinates work plans and schedules with engineering staff.

- Performs other duties as assigned, directed, or required.

Licenses, Certifications and Other Requirements

Education and Experience:

- Bachelor's degree in electrical and/or civil engineering.
- Five (5) years of experience performing electrical staking, layout, and design.
- Five (5) years of experience performing surveying and operating surveying equipment.
- Or an equivalent combination of education and experience that allows the incumbent to successfully perform essential job functions.

Special Requirements:

- Maintain a valid Washington State Driver's License.

Knowledge, Skills & Abilities

The requirements listed below are representative of the knowledge, skill, and/or ability required to successfully perform the essential functions of the position.

Knowledge of:

- Applicable Federal, State, and local laws, rules, codes and regulations related to assigned activities.
- Rural Utility Service (RUS), Washington State Electrical Construction Codes, National Electric Code, National Electrical Safety Code, and other applicable codes, standards, and technical data.
- Utility-related issues in the National Electrical Code.
- Three-phase power system operating principles including system protection, voltage control, transformer connections, and line switching fundamentals.
- AC circuit fundamentals including voltage drop and amperage evaluations.
- Modern office practices, methods, procedures, and techniques.

Skills and Abilities to:

- Read, interpret, apply, and explain rules, regulations, policies, and procedures.
- Provide efficient and courteous service to Benton REA members and co-workers, fostering a collaborative work environment and a positive member experience.
- Prepare estimates, legal documents, and contracts.
- Principles, practices, and equipment used in Computer Aided Design (CAD), drafting, construction, and engineering.
- Plan and develop electrical substation projects.
- Communicate effectively, both orally and in writing; comprehend and use English

language effectively including producing all forms of communications in a clear, concise, and understandable manner to intended audiences.

- Organize and prioritize a variety of projects and multiple tasks in an effective and efficient manner; working independently with little or no direction, set priorities and meet deadlines.

Physical Requirements and Working Conditions

The physical requirements and working conditions outlined in this section are indicative of what is required and/or experienced by an employee while performing essential functions of this classification. Benton REA may provide reasonable accommodation to enable qualified individuals with disabilities to perform the essential functions.

Physical Requirements:

Work constantly requires keyboarding; frequently requires sitting and standing/walking; occasionally requires climbing ladders or stairs, wrist flexion and extension, and fine hand manipulation; seldomly requires twisting, bending/stooping, squatting/kneeling, crawling, reaching, working above shoulders, grasping forcefully, operation of foot controls, and low impact vibratory tasks; occasionally requires exertion of force of up to 25 pounds and seldomly up to 50 pounds. Work requires standard vision requirements, expressing and exchanging ideas by means of spoken word, ability to recognize information at normal spoken word levels, preparing and analyzing written or computer data, operating motor vehicles or equipment, and observing general surroundings or activities. Environment can seldomly involve exposure to marked temperature changes and exposure to dust/fumes/gases.

Working Conditions:

Work requires regular and punctual attendance at the office or other assigned locations; typically in a normal office environment with low to moderate levels of noise exposure and a temperature-controlled work area with occasional work outside for various events; use of office machines, including computer monitor, keyboard, mouse, and related peripheral devices; occasional travel may be required; and occasionally requires working outside of normal work hours and/or days.

Signature & Authority

Department Manager Signature

Date

Human Resources Signature

Date

Employee Acknowledgement

The duties listed above are illustrative of the various types of work that may be performed. The omission of specific duties does not exclude them from the position if they are similar, related, or logically assigned.

The job classification does not constitute an employment agreement between Benton REA and any employee, and Benton REA retains the right to add to or change the description of this classification at any time.

Employee Signature

Date

Agency

Benton Rural Electric Association

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